

# Part-Time Construction Inspector

City of Royal Oak, MI

**Pay Rate:** \$13.00 - \$20.50 per hour

**Hours:** May vary up to 1,400 hours per year\*

A **Construction Inspector**, upon application, shall have the following training and experience:

1. Graduation from an accredited high school or trade school or completion of equivalent experience and training.
2. Experience in Road, Sewer and Water Main construction, surveying or engineering.
3. A valid State of Michigan Operator's License with a good driving record.

**GENERAL STATEMENT OF DUTIES:** A **CONSTRUCTION INSPECTOR** performs a variety tasks under limited supervision by the Engineering Department. A **CONSTRUCTION INSPECTOR** will work in the field with the contractor performing measurements, calculations, recording pertinent data and organizing reports and quantity records.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** A **CONSTRUCTION INSPECTOR** may be assigned to work in any one of the following applications; sidewalk removal and replacement, sewer and/or watermain replacement, and paving construction projects.

- Read blueprints and specifications – measure and compute field quantities – prepare daily reports
- Keep detailed records of construction activities to assure compliance of materials & work with approved plans.
- Application of mathematical formulas to measurements and quantities.
- Keep project manager apprised of project progress.
- Represent the City in a positive manner with contractors and property owners.

**QUALIFICATIONS FOR EMPLOYMENT:**

- Experience in reading blueprints.
- Experience and ability to measure, record and compute quantities.
- Ability to communicate both verbally and in neat – legible writing.
- Ability to establish & maintain good working relations with project managers, contractors & the general public.
- Ability to walk, stand, bend, and climb for extended periods of time in a variety of weather conditions.

The Human Resources Department must receive a completed City of Royal Oak *employment application* **no later than: Monday, April 04, 2016 at 4:00 PM.**

Application packets are available online at [www.romi.gov/jobs](http://www.romi.gov/jobs) or  
in the Human Resources Office at City Hall, 211 S Williams St, Royal Oak, MI 48067.

\*For a new hire, where based on the facts and circumstances at their start date, it cannot be determined that the employee is (a) reasonably expected to be employed on average at least 30 hours per week (or 130 hours per month), or (b) the employee is expected to work at least 30 hours per week (or 130 hours per month) initially, but the period of employment at more than 30 hours per week (or 130 hours per month) is reasonably expected to be limited, and the employer cannot determine that the employee will work on average at least 30 hours per week (or 130 hours per month) over the initial measurement period City of Royal Oak will use the adopted Initial Measurement Period to determine full-time status for the subsequent Stability Period. **Employees in this position are not reasonably expected to work over 30 hours per week over the Initial Measurement Period.**

Part-Time

**The City of Royal Oak is an Equal Opportunity Employer**

Posted: 02/18/2016